

**PLANNED UNIT DEVELOPMENT  
SUBMITTAL REQUIREMENTS**

ITEM	DUE BY	REQUIRED BY	NOTES
<b>PUD Application</b>	Initial Submission	§ 32-4-242.(a)	Submit to respective County Council member
<b>County Council Application Contents:</b> <ul style="list-style-type: none"> <li>• Concept/Site Identification Plan</li> <li>• Explanation of how site meets PUD criteria</li> <li>• Site layout (include unit types and numbers)</li> <li>• Architectural Elevations</li> <li>• Density tabulation, floor area ratio, parking</li> <li>• Community Impact Report</li> <li>• State PUD Compliance with § 32-4-402 (Compatibility)</li> <li>• Community Benefit</li> </ul> OR <ul style="list-style-type: none"> <li>• Environmental Benefit</li> </ul>	Initial Submission	§ 32-4-242.(a) § 430 BCZR  §32-4-242(b) and (c)	<p>If deemed acceptable, the Council will pass a resolution for PUD to proceed. Council must give 10 days public notice prior to the final vote.</p> <p>If Council amends/modifies the Resolution then they must include in the Resolution a statement of the community/environmental benefit provided by the amendment/modification.</p>
<b>Informational Meeting</b> with County agencies	After adoption of Council resolution.	§ 32-4-243.(a)	
<b>Concept Plan</b>  Concept Plan Content: In addition to the information required under Part II of Part II of Subtitle 2. Development Review and Approval Process the Concept Plan shall include a pattern book which shall contain: <ol style="list-style-type: none"> <li>(1). Existing conditions map</li> <li>(2). Sketch building elevations, perspectives, cross sections, massing studies</li> <li>(3). General statement of materials, signage and screening concepts</li> <li>(4). Written documentation describing: <ol style="list-style-type: none"> <li>i. Effects report for traffic flow, environmental, water, sewer, schools, roads, police, fire, recreation, open space, libraries, community centers and facilities and any other information that the County deems appropriate to be analyzed</li> <li>ii. Adverse impacts which will be mitigated</li> <li>iii. Compliance with 32-4-402 (Compatibility)</li> <li>iv. Design requirements including requirements for streets, alleys, streetscape, public open space, setbacks, build-to lines,</li> </ol> </li> </ol>	Concept Plan submittal	§ 32-4-243.(b)	<p>The Concept Plan shall be submitted within 90 days after adoption of the Council resolution.</p> <p>Shall contrast the proposed development with development in accordance with the requirements of the underlying zoning and shall reflect the benefits of the PUD plan. REFER: § 32-4-243.(b)(1) ii and iii</p>

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<p>access points, parking and buffering</p> <p>v. Architectural code and prototype designs for proposed buildings, architectural standards and building description</p> <p>(5). List of Modifications of the underlying zoning requirements</p> <p>(6). A statement explaining how the Planned Unit Development will provide a community or environmental benefit.</p>		<p>§ 32-4-245 (a) (2)</p> <p>§32-4-243(b)(3)(6)</p>	
<b>ITEM</b>	<b>DUE BY</b>	<b>REQUIRED BY</b>	<b>NOTES</b>
(7). Concept Plan Conference (CPC)	Schedule within 10 working days of the concept plan submittal	§ 32-4-216.(a)	
<b>Community Input Meeting</b>	Schedule within 10 working days of the CPC	§ 32-4-217	The CIM shall occur no earlier than 21 days and no later than 30 days after posting. The location shall be in the vicinity of the proposed development
<b>Office of Planning Report to the Planning Board and Applicant</b>	30 days following the CIM	§ 32-4-244.(a)	
<b>Posting – Planning Board Hearing</b>	At least 20 working days prior to the PB hearing.	§ 32-4-245(B)(2)	Posted by the applicant on the lot, parcel, or tract The Office of Planning shall also post notice on the county's internet web site
<p><b>Planning Board Review</b></p> <p>Planning Board's basis for approval:</p> <ul style="list-style-type: none"> <li>• Must meet the intent of PUD section.</li> <li>• Must comply with Sec. 502 A-F Special Exceptions, BCZR.</li> <li>• Must be in compliance with Sec. 430, BCZR.</li> <li>• Must conform to the Master Plan or area plans.</li> <li>• List of Modifications of the underlying zoning requirements.</li> <li>• There is reasonable expectation that the proposed development will be developed to the full extent of the plan</li> <li>• Any reduction or modification in the applicable requirements of the underlying zone shall be predicated upon the Planning</li> </ul>	No timetable on scheduling of Planning Board	<p>§ 32-4-245</p> <p>§ 32-4-245 ( c) (3)</p> <p>§ 32-4-245 (d)</p> <p>§32-4-245(c)(3)</p>	<p>The Planning Board may not alter the restrictions or conditions imposed by the County Council</p> <p>Base development and zoning requirements apply unless otherwise shown on the approved PUD plan</p> <p>Planning Board must find that the modifications to the base development and zoning requirements are necessary to achieve the intent and purpose of</p>

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<p>Board's findings that they are necessary to achieve the intent and purpose of this section and <b>provide a community benefit</b></p> <ul style="list-style-type: none"> <li>• Planning may not alter the amendments or modifications imposed by the County Council if the alteration results in an increase in densities or uses.</li> <li>• Written decision</li> </ul>		<p>§32-4-245 (c)(4)</p> <p>32-4-245(2)</p>	<p>the PUD regulations and are in the public interest</p> <p>Planning Board shall file written decision with the Hearing Officer no later than 45 days after referral</p>
<b>Hearing Officer's Review</b>	<p>Within 20 days after receipt and review of the Planning Board report shall approve the concept plan</p>	§ 32-4-246	<p>Unless the Hearing Officer finds that the decision of the Planning Board constitutes an abuse of the Planning Board's discretion or are unsupported by the evidence.</p>
<b>Development Plan Review</b>		<p>§ 32-4-247</p> <p>§ 32-4-224</p>	<p>Plan must be filed within 12 months of the Hearing Officer's approval</p>